

**LONDON AMBULANCE SERVICE NHS TRUST
VEHICLE & EQUIPMENT WORKING GROUP
17TH SEPTEMBER 2009
WATERLOO HQ CONFERENCE ROOM
13.00 – 17.00**

Present :

Chris Vale	Head of Operational Support	Bow
Andy Street	Safety & Risk	Loman Street
Nick Pope	Fleet Projects	Greenwich
Charles Onuegbu	Finance	Loman Street
Mark Faulkner	Medical Directorate	Waterloo HQ
Karen Merritt	Corporate Logistics Manager	Bow
Keith Bernasconi	EC Staff Side Representative	Islington
Marcus Davis	C Staff Side Representative	Rotherhithe
David Haylett	SE Staff Side Representative	Woolwich
John Winnister	SW Health & Safety Representative	Croydon
Angie Patton	Communications	Waterloo HQ
John Denham	Complex Representative	Friern Barnet
Bill Leaning	EC Health & Safety Sector Rep	City & Hackney
Dominic Colella	E Staff Side Representative	Ponders End
Alison McKee	Purchasing	Loman Street
Lynn Sugg	Olympic Games Planning Office	Loman Street
Alan Arm	MRU	Waterloo
Karen Walling	W Staff Side Representative	Heathrow

Apologies :

Simon Parker	Steve Melhuish	Ian Lee
Jane Worthington	Alan Payne	Eddie Brand
David Campbell	Gordon Ballard	John Selby
Gary Ralph	Jayne Signorelli	

ITEM		ACTION
39/09	Introductions and Apologies	
40/09	Previous Minutes Minutes of the previous meeting held on 28 th May 2009 were agreed as a true and accurate record.	
41/09	Matters Arising 41.01 LDV's All LDV's are now being cannibalised for parts. Sat Navs, LP 12's and MDT's are being recycled wherever possible. 41.02 Carry Chairs JW commented that there have been motorised and mechanised carry chairs available for many years and that this item needs to be moved forward. CV told the group that funding is needed before a Tender can be made and that an SPPP had been granted for a Trial. CV suggested that 2 or 3 chairs should be trialled and that the trial must have the exactly the same	JS

	<p>evaluation as the Tender.</p> <p>41.03 Oxygen Equipment Tender This is currently being looked at.</p> <p>41.04 Trolley Bed Tables This was discussed at the Equipment Approval Group (EAG). Both Stryker and Ferno make tables. KM is getting samples of both to take to the next EAG meeting.</p> <p>41.05 12 Lead Defib Training NWOV complexes will be trained first, followed by Team Leaders. The new defibs must be bracketed on FRU's, this needs to be re-iterated at training. CO2 monitors were not part of the specification. Hand held CO2 devices are being looked at.</p> <p>41.06 New Equipment Process Equipment Trial and Acquisition procedure has been drafted (copy attached).</p> <p>41.07 Air Conditioning All workshops now have equipment for performing air conditioning checks. This will now be included in the 8 weekly servicing schedules.</p>	KM
42/09	<p>MRU Thomas Bag Due to the rapid expansion of the MRU, AA explained that the unit are using Thomas Bags as this is the only bag that will fit into all panniers. AA to send AMc a sample to get a costing from the LAS supplier. The Infection Control aspect also needs to be taken into account. JW expressed his disappointment that the MRU are using this bag and it is the first time the group have seen it. AA explained that due to the pressure MRU were under bags were needed urgently. Gary Evans is leading the procurement of replacement motor bikes.</p>	AA/AMc
43/09	<p>Ambulance Wraps AP informed the group that the Service was investigating the use of ambulance wraps as a form of advertising. BL enquired what benefit this would have. AP explained that advertising on the Tube, in Metro and on Television was costly. As ambulances are seen every day the message would reach many people. BL suggested that PTS and Tender vehicles be included. An example of the wraps is attached with the minutes.</p>	

44/09	Alternative Response Steering Group (Standing Item) No meeting have taken place.	
45/09	Risk (Standing Item) Brackets for Manger Elks An alternate location has been found and this is now being addressed. Bariatric Trolley Bed Locking System No progress on this item. Balloon Pump in A&E Ambulance Vehicles No progress on this item. Child restraints Pedimate child restraints are now being rolled out. Training will be included in the new vehicle training. KM to liaise with GR regarding training. Full list of VEWG Risks is attached.	KM
46/09	Manual Handling Implementation Due to REAP 4 no meetings have taken place. New recruits are not receiving training on LDV vehicles. CV to raise with GR. ECP Back packs are below 14 kilos which is within all guidelines. The onus will be on the individual to keep the bag within guidelines.	CV
47/09	Ambulance Procurement Update (Standing Item) 43 vehicles have been delivered to date and another 3 are ready to sign off. CV advised that the LAS was reviewing the procurement position.	
48/09	RRU Procurement Update (Standing Item) There are no plans to replace RRU's in the next financial year. NP to e-mail FRU design to BL and JW who will take to Alternative Response Steering Group.	NP
49/09	MRU Procurement Update (Standing Item) A generic spec has been agreed which is not tied to any brand or type or motorbike. There are no plans to increase the fleet size, but replacements will be needed within the next year. Incident Data Recorder has been included in the MRU spec. The product FM Communcator put forward by JS does not appear to be suitable. AMc to look for an alternative product.	AMc
50/09	Bariatric Vehicle Update (Standing Item) NP reported that Stryker produce a removable locking	

	system which is suitable for Bariatric patients. Each area to have a dedicated vehicle.	
51/09	Carry Chair Update (Standing Item) See Item 41.02.	
52/09	Trolley Bed Update (Standing Item) NP advised that there are no plans to include oxygen cylinder holders on the Stryker Trolley beds.	
53/09	PTS Issues (Standing Item) A total of 7 trolley beds and 2 locking systems have now been stolen from PTS vehicles. The Police, NHS Fraud Squad and LAS Anti Fraud are investigating.	
54/09	Equipment Approval Group (Standing Item) The group met on 4 th September. The Microvent replacement and stretcher covers were both discussed. Disposable waterproof mattress covers that act as a barrier and are comfortable against patients' skin should be considered further. CV advised that Trevor Hubbard (Infection Control Co-Ordinator) would pick this up. GR and JS to review the current Manual Handling Kit. Bio safe straps from Cannons have now been introduced. MF is currently reviewing the Make Ready Pack and consumable list to remove any items that should no longer be in use. BL commented that crews do not like the Baxi board and that ortho boards should be ordered for the next 65 new vehicles. KM to consider BL enquired about the possibility of a picture catalogue for Make Ready packing list. This would alleviate the issues with wrong stock being ordered. KM advised that this was being addressed.	AMc GR/JS KM
55/09	ECP Update (Standing Item) No update.	
56/09	Pandemic Flu Stockpile Stock piling is still in progress.	
57/09	Sample Flat Mattresses for Stryker Trolleys Stryker have produced a sample which is at Hannibal House for evaluation. JW to look at it in use in training environment. NP is waiting for feedback. NP to bring a sample to the next meeting.	
58/09	Morphine Ampoule Holders There have been some unexplained, unacceptable losses of Morphine ampoules. MF to source samples of a small holder that fits onto a belt for approval.	MF

	efficiently in cold weather. AMc to source samples.	AMc
64/09	Mangar Elks BL voiced his concern that due the lengthy progress with the brackets on Mangar Elks, they are now out of warranty. Replacement brackets are now in all workshops and they will be replaced on all vehicles as an when they go for servicing. All new vehicles will have them installed. KM to check the Manger Elk maintenance agreement regarding servicing and tagging.	KM
65/09	New Mercedes There is an issue with the seats on the new vehicles. The seats are not as adjustable as they are on the old vehicles. Staff under 5' 2" will need to have a booster seat to enable them to see over the steering wheel or MDT. NP to look at this.	NP
66/09	Sterile Scissors Carried over until the next meeting.	
67/09	Amendments to Make Ready Packing List Covered under 54/09.	
68/09	A& E Support Stethoscopes DC enquired about the possibility of a better quality stethoscope being made personal issue to staff. MF to progress with Dave Whitmore and report back at the next meeting.	MF
69/09	Rear Saloon Air Conditioning DC reported that there are a number of vehicles with loose Air Conditioning covers. NP to investigate.	NP
70/09	Rear Suspension Design DC reported that Chase Farm and staff have an issue with the bolt on the Hard Rod falling out. NP replied that he was aware of this problem and that new keepers will stop the bolt falling out.	
71/09	Safety Helmets KW enquired if there are any plans to make PPEDS or safety helmets personal issue. CV replied that there is not. KM to check on any maintenance requirements and expiry dates for helmets.	KM

72/09	<p>Any Other Business 2 Tone Horn JD reported that the 2 tone horn on the existing Mercedes, are ragged and jagged. NP to investigate.</p> <p>Airport Trolley KW enquired whether a trolley for use at Heathrow Airport needs to be approved by the Group. CV said that as this is a one off to go ahead and identify a product and advise the group.</p>	NP
<p>DATE OF NEXT MEETING 12TH NOVEMBER 2009 13.00 – 17.00 WATERLOO HQ CONFERENCE ROOM</p>		